

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, JUNE 11, 2025**

SUBJECT **AAP Results & Adoption for Bylaw No. 4634 – Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025**

ISSUE SUMMARY

To report back on the results of the Alternate Approval Process for Bylaw No. 4634 and advance the bylaw for adoption.

BACKGROUND

On November 6, 2024 the Capital Regional District (CRD) Board directed that staff bring forward a loan authorization bylaw for the purpose of financing capital projects including a Heat Recovery System for the SEAPARC Recreation Centre and the Sooke Skate Park replacement.

At its meeting held February 12, 2025, the Capital Regional District (CRD) Board gave third reading to Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025" (Appendix A). The bylaw authorizes authorize the borrowing of Three Million One Hundred Fifty Thousand Dollars (\$3,150,000) to construct recreational service capital projects for the service including a heat recovery system for the SEAPARC Recreation Centre and the Sooke Skate Park replacement.

On February 12, 2025 the CRD Board established that elector approval be obtained by Alternative Approval Process (AAP) for the electors in the entire service area in accordance with section 342(4) of the *Local Government Act (LGA)*. The number of registered electors was determined to be 18,255 of which 10% is 1,826 electors [the number needed to voice opposition]. Notice was published on April 17, 2025 in the Times Colonist and under Notices on the CRD website in accordance with section 345(2) of the *LGA* and the CRD's Public Notice Bylaw. In addition to the two statutory notices, additional notice was placed the Black Press on April 24, 2025, on public notice boards, and on the SEAPARC Facebook page the week of April 21, 2025.

The CRD received 7 valid response forms indicating opposition to the adoption of the bylaw by the closing date of May 23, 2025. As the response rate was less than 10% of electors, elector approval was received for Bylaw No. 4634. In accordance with section 86(8) of the *LGA*, the Corporate Officer's certification of results is attached as Appendix B.

ALTERNATIVES

Alternative 1

1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4634 (Appendix B) be received; and
2. That Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025" be adopted.

Alternative 2

That this report be referred back to staff for additional information.

CONCLUSION

On May 23, 2025 elector approval was obtained by an Alternative Approval Process (AAP) for Bylaw No. 4634, “Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025”. The bylaw authorizes authorize the borrowing of Three Million One Hundred Fifty Thousand Dollars (\$3,150,000) to construct recreational service capital projects for the service including a heat recovery system for the SEAPARC Recreation Centre and the Sooke Skate Park replacement. The Bylaw received approval from the Inspector of Municipalities on February 27, 2025 prior to elector approval by AAP, and is now ready for adoption.

RECOMMENDATION

1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4634 (Appendix B) be received; and
2. That Bylaw No. 4634, “Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025” be adopted.

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| Submitted by: | Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer |
| Concurrence: | Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services |
| Concurrence: | Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer |
| Concurrence: | Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer |

ATTACHMENT(S)

Appendix A: Bylaw No. 4634

Appendix B: Certificate of Results for Bylaw No. 4634